UNIT 9

CONTRACT ADMINISTRATION

Objectives

- *Explain the post-award conference*
- *Define the contractor's quality control / management plan*
- *Explain the contract modification process*
- *Explain the Contract Disputes Act*
- *Explain Alternate Dispute Resolution*
- *Describe actions involved with terminations*

Post Award Orientation

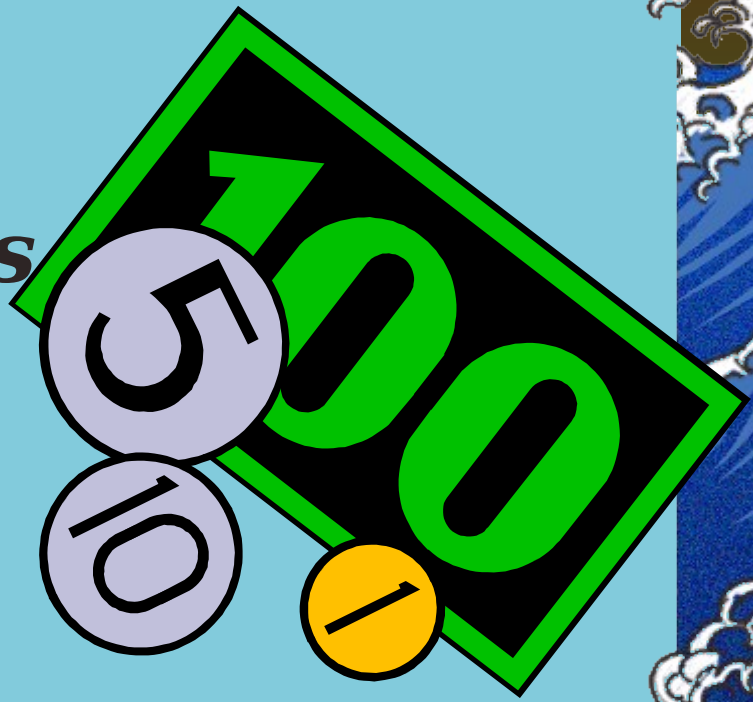
- Conducted to ensure that the contractor and the government have an understanding of the role of each party

Post Award Conference

- Aids both parties in
  - Achieving a clear and mutual understanding of the contract requirements, terms and conditions
  - Identifying and resolving potential or actual problems

Payments

- *QAPs accept and inspect services*
- *Receiving Reports*



Contract Modifications

- *Any written change in the terms of a contract*
- *Only contracting officers have the authority to issue modifications*

QAP Involvement

- *Identifying the required change*
- *Preparing documentation of the proposed change*
- *Preparing government cost estimate*
- *Advising the CO on technical aspects of the changes*

QAP Involvement

- *Participating in reviews of technical proposals*
- *Participating in actual negotiations of the changes*
- *Other support functions as required by the CO*

Disputes

- *Contract issues brought about by disagreement between the contracting parties*
- *Disputes clause - provides an administrative and legal remedy for settling disputes*

Alternate Disputes Resolution

- A collection of settlement techniques that usually include the use of a third party neutral

- ADR techniques range from unassisted negotiation to litigation

Termination for Default

The exercise of a contractual right of the government to terminate the contract, because of a failure

T for D Basic Causes

- Fails to deliver or perform services (no advance notice required)
- Fails to make progress as to endanger performance
- Fails to perform any other provision of the contract

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